Washington Department of Ecology Electronic Submission Cover Letter



WQWebSubmittal - Submittal Submission Id: 1763418 - 3/25/2021 8:05:03 AM

Company Name	Signer Name	System Name
City of East Wenatchee	Thomas Wachholder	WQWebPortal

Attachments:

Document Name Or Description	Document Name
Submitted Copy of Record for City of East Wenatchee	Copy of Record CityofEastWenatchee Thursday March 25 2021
WAR046012_6_03242021095959	2020 Public Education and Invo_6_03242021095959
WAR046012_1_03092021084159	Appendix A_2020SWMP Revised_1_03092021084159
WAR046012_51_03112021141021	Summary of City of East Wenatc_51_03112021141021
WAR046012-2020-ImportedIDDEs_03242021115335	WAR046012-2020-ImportedIDDEs_03242021115335
WAR046012_4a_03242021100247	written description of interna_4a_03242021100247

Attestation Agreed to at Signing:

I certify I personally signed and submitted to the Department of Ecology an Electronic Signature Agreement. I understand that use of my electronic signature account/password to submit this information is equal to my written signature. I have read and followed all the rules of use in my Electronic Signature Agreement. I believe no one but me has had access to my password and other account information.

I further certify: I had the opportunity to review the content or meaning of the submittal before signing it; and to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I intend to submit this information as part of the implementation, oversight, and enforcement of a federal environmental program. I am aware there are significant penalties for submitting false information, including possible fines and imprisonment.

For Ecology Use Only



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Water Quality Program

Permit Submittal Electronic Certification

Permittee: East Wenatchee City

Permit Number: WAR046012 Site Address: 271 9TH ST NE

EAST WENATCHEE, WA 98802

Submittal Name: MS4 Annual Report Phase II Eastern

Version: 1 **Due Date:** 3/31/2021

Questionnaire

Number	Permit Section	Question	Answer
1	S5.A.4.	Attach updated annual Stormwater Management Program Plan (SWMP Plan) or website address in the Comment field where it can be found. (S5.A.4.)	Appendix A_2020SWMP Revised_1_0309202108 4159
1.a	S5.A.4.	Cite website of SWMP if unable to attach	Not Applicable
2	S9.C.6.	Attach a map and copy of any annexations, incorporations, or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period per S9.C.6.	Not Applicable
3	S5.A.5.a.ii.	Tracked the estimated costs of implementation of each component of the SWMP. (S5.A.5.a.ii.)	Yes
4	S5.A.6.b.	Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.6.b.)	Yes
4a	S5.A.6.b.	Attach a written description of internal coordination mechanisms among departments within the jurisdiction to eliminate barriers to permit compliance. (Required to be submitted no later than March 31, 2021, S5.A.6.b.)	written description of interna_4a_0324202110 0247
5	S5.B.1	Were elements of a regional program implemented to complete any part of your education and outreach program? (S5.B.1)	Yes
5а	S5.B.1	If yes, list the elements, and the regional program	The City promoted a number of educational and outreach programs in collaboration with WVSTAC. Please see the attached document under number 6 for a complete list of educational activities that had a regional impact.
6	S5.B.1.a.iiii.	Attach description of public education and outreach programs and stewardship activities conducted per S5.B.1.a.iiii.	2020 Public Education and Invo_6_0324202109595 9

7	S5.B.1.a.ii.	Which types of businesses were targeted per S.5.B.1.a.ii.?	2020s regional program targeted local landscaping companies (Smart Irrigation Month), pool maintenance companies (Pool Winterization), supported the homeless task force regarding proper waste disposal, and design firms (Steering Committee).
8	S5.B.1.b.	Used results of measuring the understanding and adoption of targeted behaviors among at least one audience in at least one subject area to direct education and outreach resources and evaluate changes in adoption of targeted behaviors. (Required no later than December 31, 1347, S5.B.1.b.)	Not Applicable
9	S5.B.2.a.	Describe in Comments field the opportunities created for the public to participate in the decision making processes involving the development, implementation, and updates of the Permittee's SWMP. (S5.B.2.a.)	In 2020 WVSTAC had to change the format of our annual steering committee meeting to be consistent with Covid precautions. Instead of an in person meeting we distributed a newsletter to all members, and invited feedback to be sent in. WVSTAC also has an link for suggestions and feedback available on its website. Public comments are also always welcome at City Council Meetings. This year the 2021 SWMP was included in the newsletter, as well as the revised 2020 plan to demonstrate to our community how the stormwater program adapted to Covid.
10	S5.B.2.b.	Posted the updated SWMP Plan and latest annual report on your website no later than May 31.	Yes
10a	S5.B.2.b.	List the website address in Comments field. (S5.B.2.b.)	https://www.eastwenatc heewa.gov/Archive.aspx ?AMID=41
11	S5.B.3.a.	Maintained a map of the MS4 that includes the requirements listed in S5.B.3.a. (Updated maps required no later than August 1, 2023)	No
12	S5.B.3.a.i.	Attach a spreadsheet that lists the known outfalls and discharge points, including the outfalls' size and material(s). (Required to update no later than August 1, 2023, S5.B.3.a.i.)	Not Applicable

13	S5.B.3.a.ix.	Developed an electronic format for map, with fully described mapping standards in accordance with S5.B.3.a.ix. (Required no later than August 1, 2021)	Not Applicable
14	S5.B.3.b.	Implemented an ordinance or other regulatory mechanism to effectively prohibit nonstormwater, illicit discharges as described in \$55.B.3.b.	Yes
15	S.5.B.3.b.vii.	Updated ordinance or regulatory mechanism to meet the requirements of this permit, if necessary. (Required no later than February 2, 2023, S.5.B.3.b.vii.)	Yes
15a	S.5.B.3.b.vii.	Cite the code reference in Comments field.	13.20.040 EWMC
16	S5.B.3.b.vi.	Implemented a compliance strategy, including informal compliance actions as well as enforcement provisions of the regulatory mechanism described in S5.B.3.b. (S5.B.3.b.vi.)	Yes
17	S5.B.3.c.	Implemented procedures for conducting illicit discharge investigations in accordance with S5.B.3.c.	Yes
18	S5.B.3.c.iv.	Percentage of MS4 coverage area screened in reporting year per S5.B.3.c.iv. (Required to screen 12% on average each year, S5.B.3.c.iv.)	55
18a	S5.B.3.c.iv.	Cite field screening techniques used to determine percent of MS4 screened.	Every year we clean half of our stormwater structures, including catch basins, manholes and drywells. All stormwater ponds are also inspected at least once per year. We use Eastmont Ave to split the City into equal halves because there is approximately the same number of structures on either side of the road. The other 5 percent comes from inspecting all ponds within the City.
18b	S5.B.3.c.iv.	Percentage of total MS4 screened from permit effective date through end of the reporting year.	80
19	S5.B.3.c.v.	Describe how you publicized a hotline telephone number for public reporting of spills and other illicit discharges in the Comments field. (S5.B.3.c.v.)	On the City website we have the public works number on our stormwater page, and ask that any spills be reported there. My email is also published on our website for anyone who does not want to call the hotline. A hotline number is also included on all WVSTAC outreach materials.

20	S5.B.3.c.vi.	Implemented an ongoing illicit discharge training program for all municipal field staff per	Yes
21	S5.B.3.c.vii.	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. Describe actions in Comments field. (S5.B.3.c.vii.)	The Wenatchee Valley Stormwater Management Program was promoted by jurisdiction staff at the following community events and activities in 2020: o Virtual Kids in the Creek (9th through 12th grade) – Wenatchee High School o New Dog Owner Kits (Managing Pet Waste) provided to the local Humane Society and veterinary offices. o Radio advertisement on KOHO FM Stations for "Smart Irrigation Month" and Fall Leaf Management and Stormwater o Pool Winterization, Website and Social Media Facebook posts for "Smart Irrigation Month," Fall Leaf Management, and Winter Ice Melt Application o Homeless RV waste disposal with non-profit organizations
			provided at the Public Services Center at 1350 McKittrick Street and online at www.wenatcheewa.gov/ wvstac. In 2020 the Wenatchee Valley Stormwater webpage received 320 hits.
			The local Phase II permittees again provided a survey online through the end of the year.
22	S5.B.3.d.	Implemented an ongoing program designed to address illicit discharges, including spills and illicit connections into the MS4 per S.5.B.3.d.	Yes
23	S5.B.3.e.	Implemented an ongoing illicit discharge training program for all staff responsible for implementing the procedures and program, as described in S5.B.3.e.	Yes

24	S5.B.3.f.	Attach a report with data describing the actions taken to investigate, characterize, trace and eliminate each illicit discharge found by or reported to the permittee. The submittal must include all of the applicable information and must follow the format and timelines described in Appendix 7. (S5.B.3.f.)	WAR046012-2020- ImportedIDDEs_032420 21115335
25	S5.B.4.a.	Implemented an ordinance or other regulatory mechanism and enforcement procedures for construction site stormwater runoff control as described in S5.B.4.	Yes
26	S5.B.4.a.iiv.	Adopted ordinance or other regulatory mechanism and enforcement procedures for construction site stormwater runoff control as described in S5.B.4.a.iiv. (Required no later than December 31, 2022)	Not Applicable
27	S5.B.4.b.	Reviewed site plans for all new development and redevelopment projects as described in S5.B.4.b.	Yes
27a	S5.B.4.b.i.	Number of site plans reviewed during the reporting period. (S5.B.4.b.i.)	3
27b	S5.B.4.b.i.	The number of construction sites that provided their intent to apply for the "Erosivity Waiver" during the reporting period as described in S5.B.4.b.i.	0
27c	S5.B.4.b.i.	The number of complaints investigated about sites that have received an "Erosivity Waiver" . (S5.B.4.b.i.)	0
28	S5.B.4.	Implemented procedures for site inspection and enforcement of construction stormwater pollution control measures. (S5.B.4.)	Yes
28a	S5.B.4.c.i.	Number of permitted construction sites inspected during the reporting period. (S5.B.4.c.i.)	2
28b	S5.B.4.f.	Number of enforcement actions taken during the reporting period based on construction phase inspections at new development and redevelopment projects. (S5.B.4.f.)	0
29	S5.B.4.d.	Trained the staff involved in permitting, plan review, field inspections, and enforcement for construction site runoff control. (S5.B.4.d.)	Yes
30	S5.B.4.e.	Provided information to construction site operators and design professionals about training available on how to comply with the requirements in Appendix 1 and the BMPs in the SWMMEW, or an equivalent document. Describe information provided in the Comments field. (S5.B.4.e.)	Yes
30a	S5.B.4.e.	Describe information provided in the Comments field. (S5.B.4.e.)	In our steering committee newsletter we included information about an upcoming CESCL certification class, and sent out emails with training opportunities.

31	S5.B.5.a.	Implemented ordinance or other regulatory mechanism and enforcement procedures to address post-construction stormwater controls runoff to the MS4 from new development and redevelopment as described in S5.B.5.a.	Yes
32	S5.B.5.a.	Revised ordinance or other regulatory mechanism and enforcement procedures to address post-construction stormwater controls runoff to the MS4 from new development and redevelopment as described in S5.B.5.a. (Adopted no later than December 31, 2022)	Not Applicable
33	S5.B.5.b.ii.(a)	Allowed non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) techniques to be used. (S5.B.5.b.ii.(a))	Yes
34	S5.B.5.b.ii.(b)(2)	Required projects approved under S5.B.5. to retain runoff generate on-site for, at a minimum, the 10-year, 24-hour rainfall event or a local equivalent, using either on-site or regional stormwater facilities. (S5.B.5.b.ii.(b) (2))	Yes
35	S5.B.5.d.	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment sites. (S5.B.5.d.)	Yes
35a	S5.B.5.d.i.	Number of new and redeveloped sites inspected during installation of structural BMPs during the reporting period. (S5.B.5.d.i)	1
35b	S5.B.5.d.i.	Number of new and redeveloped sites inspected upon final installation of BMPs or upon completion of the project during the reporting period. (S5.B.5.d.i.)	1
36	S5.B.5.d.ii.	Inspected structural BMPs at least once every five years after final installation. (S5.B.5.d.ii.)	Yes
36a	S5.B.5.d.ii.	Number of BMPs inspected during the reporting period.	5
37	S5.B.5.d.	Number of enforcement actions taken as a result of these inspections during the reporting period? (S5.B.5.d.)	0
38	S5.B.5.e.	Trained the staff involved in permitting, plan review, inspection, and enforcement for post-construction stormwater control. (S5.B.5.e.)	Yes
39	S5.B.5.f.	Provided information to design professionals about training available on how to comply with the requirements in Appendix 1 and apply the BMPs in the SWMMEW, or an equivalent document. (S5.B.5.f.)	Yes
39a	S5.B.5.f.	Describe information provided and cite the manual used	Stormwater Management Manual for Eastern Washington. WVSTAC Website, emails when training opportunities arise, and through the WVSTAC Newsletter.
40	S5.B.6.a.	Reviewed and, if needed, updated Operations and Maintenance Plan. (Required no later than December 31, 2022, S5.B.6.a.)	Yes

41	S5.B.6.a.	Implemented the schedule of Operation and Maintenance activities for municipal operations. (S5.B.6.a.)	Yes
42	S5.B.6.a.i.(f) and (g)	Have NPDES permit coverage for all applicable Permittee construction projects and industrial facilities. (S5.B.6.a.i.(f) and (g))	Yes
43	S5.B.6.a.i.(h)	Implemented a Stormwater Pollution Prevention Plan for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under an NPDES permit that covers stormwater discharges associated with the activity. (S5.B.6.a.i.(h))	Yes
44	S5.B.6.a.ii.(a)	Inspected stormwater treatment and flow control facilities (except catch basins) owned or operated by the Permittee at least once every two years. (S5.B.6.a.ii.(a))	Yes
44a	S5.B.6.a.ii.(a)	Number of facilities inspected during the reporting period.	15
45	S5.B.6.a.ii.(b)	Inspected municipally owned or operated catch basins and inlets every two years or used an alternative approach? (Required at least once every two years, S5.B.6.a.ii.(b))	Yes
45a	S5.B.6.a.ii.(b)	Number of known catch basins.	1490
45b	S5.B.6.a.ii.(b)	Number of catch basins inspected during the reporting period.	633
45c	S5.B.6.a.ii.(b)	Number of known catch basins cleaned during the reporting period.	633
46	S5.B.6.a.ii.(b)	If used an alternative to standard schedule for catch basin inspections for all or a portion of the MS4, attach description of the method used. (S5.B.6.a.ii.(b))	Not Applicable
47	S5.B.6.a.ii.(c)	Conducted spot checks of stormwater facilities after major storms. (S5.B.6.a.ii.(c))	Not Applicable
48	S5.B.6.b.	Trained the staff with primary construction, operations, or maintenance job functions that are likely to impact stormwater quality. (S5.B.6.b.)	Yes
49	S7.A.	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A.)	Not Applicable
50	S7.A.	For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A.)	Not Applicable
51	S8.A.	Attach a summary of your participation in effectiveness study development and implementation during the reporting year. (S8.A.1. and S8.A.2.a.)	Summary of City of East Wenatc_51_031120211 41021
56	S8.A.	Was the SWMP updated to include effectiveness study activities? (S8.A.2.f.)	Yes
57	G3.	Notified Ecology in accordance with G3. of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare, or the environment. (G3.)	Not Applicable

58	G3.A.	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.	Yes
58a	G3.A.	Actions taken to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.	All illicit discharges were immediately investigated. All were determined to pose no threat to human health, welfare or the environment. The spills were promptly cleaned, and education and outreach was conducted as necessary. The City has a response plan in place in the event of a spill occurring to prevent contaminants reaching a UIC or the Columbia River.
59	G20.	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20.)	Not Applicable
60	G20.	Number of non-compliance notifications provided in reporting year. (G20.)	Not Applicable
61	S4.F.1.	Notified Ecology within 30 days of becoming aware that a discharge from the Permittee's MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water. (S4.F.1.)	Not Applicable
62	S4.F.3.a.	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.	Not Applicable
63	S4.F.3.d.	Attach a summary of the status of implementation of any actions taken pursuant to S4.F.3. and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d.)	Not Applicable

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Thomas Wachholder	3/25/2021 8:05:02 AM
Signature	Date

Appendix A

2020 Stormwater Management Program Plan

REVISED 2020 Wenatchee Valley Stormwater Management Program Plan

The following stormwater activities are regional activities unless otherwise noted. The regional partners include Chelan County, Douglas County, City of East Wenatchee, City of Wenatchee, and Wenatchee Valley College.

I. Stormwater Management Program

- a. Update Wenatchee Valley Stormwater Management Program Plan
- b. Schedule quarterly regional stormwater utility meetings.
- c. Prepare an annual report.

H. Public Education and Outreach

- a. Provide stormwater education and outreach through a public forum (ad, newsprint, radio) at one public event.
- b. Participate in Wenatchee School District programs. (City of Wenatchee)
- c. Update Dump Smart Program
- d. Provide Education for Concrete Wash Out (Move to 2021)
- e. Provide Education to commercial businesses for dumpsters(Move to 2021)

III. Public Involvement and Participation

- a. Send stuff informational materials to the Steering Committee through e-mail Host annual Wenatchee Valley Stormwater Program Steering Committee meeting.
- b.a. Post Stormwater Management Program and Plan to regional website.
- e.b. Provide a stormwater survey on the website and at public events.
- d.c. Measure understanding and adoption of behavior for one target audience (8/21/2021)

IV. Illicit Discharge Detection and Elimination

- a. Continue to review and update stormwater system map as needed
- b. Field assess an average of 12% of the stormwater system each year, track the total percentage of the MS4 assessed starting August 1, 2019.

V. Construction Site Stormwater Runoff Control

a. Review local regulations and prepare to update regulations- to meet permit requirements if necessary (12/31/2021)

VI. Post-Construction Stormwater Management for new Development and Redevelopment

- a. Continue inspections of structural best management practices during installation and upon completion
- b. Continue implementation of 5-year operation and maintenance inspections of post structural best management practices

VII. Municipal Operations and Maintenance

- a. Review and update municipal operations and maintenance plans as needed to meet new requirements by December 31, 2021
- b. Provide staff training

VIII. Monitoring and Assessment

a. Prepare a description of an effectiveness study including participants and participant roles to submit to Ecology

Summary of City of East Wenatchee Participation in Effectiveness Study

In 2020, the City of Wenatchee, Chelan County, City of East Wenatchee, Douglas County, and City of Pullman completed the Mobile Contractor Education and Outreach Effectiveness Study. The City worked with the other jurisdictions to complete the Final Report and the Fact Sheet, submitted to Ecology in early 2020. Utilizing the suggestions from the final report, the City and other participating jurisdictions redeveloped the "Dump Smart" program to edit the literature to clarify disposal practices, limit the amount of information displayed on the educational materials, provide the jurisdiction information on the printed materials and change the format for the tip sheet (i.e. using a sticker or magnet instead of a letter sized piece of paper.)

Additionally, in 2020 the City of Wenatchee, Chelan County, Douglas County, City of East Wenatchee, and the City of Pullman decided to work together for the Effectiveness Study required for the current permit. The City of Wenatchee will serve as the Lead Agency for the Effectiveness Study.

City of East Wenatchee's Written Description of Internal Coordination Mechanisms

(Required by March 31, 2021 per S5.A.6.b)

S5.A.6.b - The SWMP shall also include coordination mechanisms among departments within each jurisdiction to eliminate barriers to compliance with the terms of this permit. Permittees shall include a written description of internal coordination mechanisms in the Annual Report due no later than March 31, 2021.

In 2020, City of East Wenatchee (City) departments collaborated extensively on NPDES Phase II Municipal Stormwater Permit (Permit) requirements. Permit implementation was coordinated mainly by the Public Works Department (PWD) and Planning Department (Planning). The City's Finance Department supported Permit requirements by tracking NPDES element cost assisted by the Natural Resource Specialist (NRS) In addition to internal departments, the City continues to be a member of the Wenatchee Valley Stormwater Technical Advisory Committee (WVSTAC). Extensive permit requirement collaboration exists between all of the Permittees associated with the WVSTAC (City of East Wenatchee, City of Wenatchee, Chelan County, and Douglas County).

Within the PWD and Planning, are divisions that collaborate further:

1. PWD

- a. Project Development Manager
- b. Natural Resource Specialist
- c. Street Maintenance Supervisor
- d. Street Maintenance Personnel

2. Planning

- a. Community Development Director
- b. Associate Planner
- c. Building Inspector/Code Enforcement
- d. Permit Technician

The responsible officials listed above coordinate regularly on Permit compliance. Coordination measures consist of pre-application/pre-design/pre-construction meetings (ensure proper SWPPP procedures), development review meetings, Permit element related trainings, and operation and maintenance (O&M) plan meetings (fulfilling O&M Permit requirements).

Barriers were further eliminated through active participation in the WVSTAC. The WVSTAC met regularly throughout 2020, planning activities pertaining to Permit requirements (e.g., public education and outreach events/informational handouts, effectiveness studies, construction/post-construction). In addition, the WVSTAC organized an online steering committee newsletter in place of the normal meeting due to Covid 19, which allowed local citizens, developers, business owners, and elected officials to comment on our yearly stormwater management program.

Project Development Manager

- Authorized Signatory

Natural Resource Specialist

- Program Administration
- Public Education & Outreach
- Public Participation & Involvement
- Construction Stormwater Site Stormwater Runoff Control
- Post-Construction Stormwater
 Management for New Development &
 Redevelopment
- Illicit Discharge Detection & Elimination
- Municipal Operations & Maintenance
- Monitoring & Assessment
- Reporting & Record Keeping

Street Maintenance Supervisor

- Illicit Discharge Detection & Elimination
- Municipal Operations & Maintenance

2020 Public Education, Outreach Programs and Stewardship Activities City of East Wenatchee

The Wenatchee Valley Stormwater Management Program was promoted by jurisdiction staff at the following community events and activities in 2020:

- o Virtual Kids in the Creek (9th through 12th grade) Wenatchee High School
- o New Dog Owner Kits (Managing Pet Waste) provided to the local Humane Society and veterinary offices.
- o Radio advertisement on KOHO FM Stations for "Smart Irrigation Month" and Fall Leaf Management and Stormwater
- o Pool Winterization, Website and Social Media Facebook posts for "Smart Irrigation Month," Fall Leaf Management, and Winter Ice Melt Application
- o Homeless RV waste disposal with non-profit organizations

Information was also provided at the Public Services Center at 1350 McKittrick Street and online at www.wenatcheewa.gov/wvstac. In 2020 the Wenatchee Valley Stormwater webpage received 320 hits.

The City of East Wenatchee also had information available at City Hall at 271 9th St NE and online at www.eastwenatcheewa.gov.

The local Phase II permittees again provided a survey online through the end of the year.